REGULAR SESSION

November 8, 2018

The Gahanna-Jefferson Board of Education met in Regular Session on November 8, 2018, at the Gahanna-Jefferson Clark Hall, 380 Granville Street. President Beryl Piccolantonio called the meeting to order at 6:30 p.m.

ROLL CALL:

Mr. Matthew Campbell

Mrs. Jennifer Chrysler

Mr. Bryan Hairston

Mrs. Daphne Moehring

Mrs. Beryl Piccolantonio

Present

Present

Present

Present

Present

Present

Approval of the Minutes

11-18-001

Moved by Mr. Campbell, and seconded by Mr. Hairston, that the Gahanna-Jefferson Board of Education approved the following minutes:

October 16, 2018 Finance Committee Meeting
 October 18, 2018 Regular Board Meeting
 October 23, 2018 Student Learning & Achievement Committee Meeting
 October 30, 2018 Policy & Governance Committee Meeting

Roll: Ayes – Piccolantonio, Campbell, Chrysler, Hairston, Moehring Nays – None Motion carried.

SCHOOL/COMMUNITY REPORT(S)/PRESENTATION(S)

A. Restorative Practices - Royal Manor

Alissa Lopez Jen Walker Jessica Cisler Kelsey Straker

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• To increase social and emotional success in students. Builds positive school communities while reducing suspensions and discipline referrals. Gives educators and students a sense of belonging, voice, structure and support. Can help student achievement overall.

B. Eagle Scout Project

Sean Ray

Rebuilt the dugouts at Middle School West. Thanked everyone that came and helped.

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C. Student Council President

Abby Alatsis

• Focus is on GahannaThon and different fundraising events like BuckeyeThon, Moe's Dine to Donate event, and the Hot Chocolate 5K. They are also reaching out to businesses to see how they can help.

D. Gahanna-Jefferson Education Foundation

Sharon Tomko - Absent

- Daphne Moehring spoke on behalf of GJEF and stated that there are still tickets available for the Reverse Raffle to benefit Tom Gregory's studio reboot
- The Snyder Family visited the renovated consumer science classroom. It was renovated with a donation in honor of Sue Snyder.
- A private donation was made to the art department where a new kiln was installed and equipment for silk screening was purchased.

E. Gahanna-Jefferson Education Association

Kate Dudenhoeffer

- Beginning to work on bargaining items and to save costs, they are starting to send their newsletters thru email instead of printing.
- F. City of Gahanna

Brian Metzbower - Absent

G. Finance Committee

Daphne Moehring

H. Policy and Governance Committee

- Matt Campbell
- I. Student Learning and Achievement Committee

Jennifer Chrysler

Adoption of Agenda

11-18-002

Moved by Mr. Campbell, and seconded by Mrs. Chrysler, upon the recommendation of the Superintendent, that the Gahanna-Jefferson Board of Education approved this agenda as presented or approved as amended.

Roll: Ayes – Moehring, Piccolantonio, Campbell, Chrysler, Hairston

Nays – None Motion carried.

A. SUPERINTENDENT'S REPORT

1. Thank you Principal Shea Reed: I want to thank Principal Shea Reed for her excellent services at Chapelfield Elementary. Shea resigned with our district to take a central office position at Groveport Madison Schools. She is

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well versed in curriculum, instruction and assessment. She is also a strong leader, building alignment, a sense of shared leadership and collective efficacy.

2. Classroom Renovations: We have met with teachers and staff at Jefferson, High Point, Goshen Lane, MSS, MSE, and MSW about the classroom renovations that will include new furniture, paint, lighting, and flooring. The input and ideas that we have received has been great.

With meeting with teachers in grade levels and/or subject areas, here are some of the takeaways from those discussions:

- Most teachers would like to have flexible furniture that allows them to shift into different classroom configurations in a moment's notice
- They may want to have a Socratic Dialogue or meet one on one with students to confer students on their work
- We want classrooms to be functional and support the workshop model teachers are using in most subject areas, where the following is fostered:
 - Model/Demonstrate
 - Engage in guided practice
 - Check for understanding
 - Give students feedback
 - Reteach if students need review or extra support
 - Move to independent practice
- **3. Lincoln Elementary:** Our executive committee for building the new Lincoln Elementary consists of three teachers and Claire Giardino. It also consists of architects, construction managers, and our central office team.

Progress and Processes:

- A great deal of dialogue and feedback on several drawings and concepts.
- We have made changes based on these discussions.
- We have finished the programming stage.
- We are now in the schematic design phase
- We hope to break ground this spring.

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- **4. Conscious Discipline:** We are piloting *Conscious Discipline*, a new approach to classroom and building management. It is going well throughout the district. One tenet of *Conscious Discipline* is to create a positive and productive climate by beginning each day with a classroom morning meeting.
- **5. Professional Development Day, November 9**th: We will be focusing on high quality work for our PD day tomorrow. Each principal worked with our curriculum team and their teachers to design and plan for the day.

B. TREASURER'S REPORT

- **1. Cupp/Patterson Workshop Meeting:** On the November 2nd meeting, we saw preliminary ideas on new future funding models.
- 2. Informational Meetings: On November 9th, informational meetings will begin at the schools regarding the high deductible health insurance plan and the health savings account.
- **3. Audit:** The audit is still ongoing. I hope to hear from the auditors this month with an update.
- **4. Variance Report:** There are no significant variances to report this month. Our revenue is on track and there is only a slight variance in expenses. This variance will be eliminated as the year progresses.
- 5. American Fidelity: At a recent Insurance Committee meeting, we agreed to bring in a new vendor to manage our Flexible Spending accounts as well as implement an online enrolment process for our insurance benefits. They will begin with running our upcoming enrollment for the high-deductible health plans and Health Savings Accounts. I will keep you updated as we progress through this process.
- **6. ClearGov:** I plan to discuss a reporting database (ClearGov) that Michelle and I had the opportunity to demo, at our next Finance Committee meeting. We both felt it was impressive and could be very useful in terms of transparency as well as looking at comparative data. More to come at a later time.

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ITEM(S) FOR ACTION (1 - 5)

11-18-003

Moved by Mr. Campbell, and seconded by Mrs. Moehring, upon the recommendation of the Treasurer, that the Gahanna-Jefferson Board of Education approved the following:

1. October 2018 Financial Report

The Gahanna-Jefferson Board of Education approved the October 2018 Monthly Financial Report as submitted by the Treasurer.

2. Minutes

The Gahanna-Jefferson Board of Education approved to amend Motion #17-140 on the January 25, 2018 Minutes to add the list of Liaison Appointments and Committees, as presented.

3. Transfer Funds

The Gahanna-Jefferson Board of Education approved the transfer of \$122,470.09 from General Fund (001-0000) to Journey to Learning Fund (011-9040).

4. Appropriations

The Gahanna-Jefferson Board of Education approved to amend the following appropriations.

		11/8/18-FY19 Amended Appropriations			
FUND	Fund Type	Description	Previous Appropriations	Amendment	Total Appropriations
TOND	i uliu i ype	PUBLIC SCHOOL	Appropriations	Amendment	Appropriations
18	PRO/Enterprise	SUPPORT	\$ 268,899.02	\$ 300.00	\$269,199.02
22	GOV/Special	DISTRICT AGENCY STUDENT MANAGED	\$ 206,915.00	\$150,000.00	\$356,915.00
200	PRO/Internal	ACTIVITY MISCELLANEOUS	\$ 492,708.84	\$ 7,500.00	\$500,208.84
499	GOV/Special	STATE GRANT FUND	\$ 37,136.92	\$42,951.30	\$ 80,088.22

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5. Donations

The Gahanna-Jefferson Board of Education accepted the following donations and that the Board of Education thanks the donors for their contribution to the District:

TITLE	AMOUNT	DONATED TO
Wienke	\$100.00	Blacklick Elementary School
Gahanna Lincoln Athletic Boosters	\$178.00	Cross Country Event
Ms. Teresa Foehl	\$300.00	Fill My Tummy Fund
Mr. Jeffrey Barr	\$20.00	Fill My Tummy Fund
Mr. & Mrs. William Dyck	\$60.00	Fill My Tummy Fund
Mr. & Mrs. Maury Witkoff	\$25.00	Fill My Tummy Fund
Blacklick School Pride Partners PTO	\$500.00	Fill My Tummy Fund
Skyline Chili, Inc.	\$500.00	Jefferson Elementary
Miscellaneous Students & Staff	\$122.85	LHS Exceptional Students I
Miscellaneous Students & Staff	\$260.60	LHS Exceptional Students I
Mr. & Mrs. Robert Kracker	\$50.00	LHS Lions Locker In Memory of Gary Thomas
Mr. & Mrs. Russel Cochrane	\$50.00	LHS Lions Locker In Memory of Gary Thomas
Anonymous	\$193.30	LHS Lions Locker In Memory of Gary Thomas
Columbus Academy	\$97.00	LHS Lions Locker In Memory of Gary Thomas
The Cols. Suburban College Fair, Inc.	\$800.00	LHS National Honor Society
Middle School East PTA	\$1,252.00	Middle School East
Mr. & Mrs. Al McKenna	\$1,500 (Piano)	Middle School East
Mr. & Mrs. Michael Sais	\$5,000.00	Special Education Services

Roll: Ayes – Hairston, Moehring, Piccolantonio, Campbell, Chrysler

Nays – None Motion carried.

C. EDUCATIONAL/PUPIL PROGRAM(S) AND SERVICE(S)

ITEM(S) FOR ACTION (1 - 3)

11-18-004

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Moved by Mr. Hairston, and seconded by Mrs. Chrysler, upon the recommendation of the Superintendent, that the Gahanna-Jefferson Board of Education approved the following:

1. Overnight/Extended Student Trip(s) for the 2018-2019 School Year(s)

The Gahanna-Jefferson Board of Education approved the following overnight trip(s):

LHS - Orchestra

Performance at St. Paul the Apostle/Rehearsal with the Conductor of the New York Philharmonic and view performance of New York Philharmonic New York, New York
June 1-5, 2020

2. Summer Journey to Learning Program

The Gahanna-Jefferson Board of Education approved the 2019 Summer Journey to Learning Program for the high school, middle schools, and elementary schools. The estimated cost is \$165,000 with an estimated staff of 95 (depending upon student enrollment). To be paid out of summer school fees (Journey to Learning Fund) with any deficit being covered by the General Fund.

3. Kindergarten Classroom Libraries

The Gahanna-Jefferson Board of Education approved the purchase of literacy materials from Heinemann for all Kindergarten Classrooms, at a cost not to exceed \$10,769.20 to be paid out of the General Fund.

Roll: Ayes – Chrysler, Hairston, Moehring, Piccolantonio, Campbell Nays – None Motion carried.

D. HUMAN RESOURCES

ITEM(S) FOR ACTION (1 - 18)

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11-18-005

Moved by Mrs. Moehring, and seconded by Mr. Hairston, upon the recommendation of the Superintendent, that the Gahanna-Jefferson Board of Education approved the following:

1. Resignations

The Gahanna-Jefferson Board of Education accepted the following resignations:

Tiffiny Bott, Secretary, Jefferson Elementary, effective at the end of the day on December 21, 2018

Michael Brown, Jr., Educational Aide, Middle School South, effective at the end of the day on November 16, 2018; and Head Wrestling Coach, Middle School East/Middle School South, effective with the 2018-2019 school year

Anthony Dixon, Assistant Boys Basketball Coach, Lincoln High School, effective with the 2018-2019 school year

Wendy O'Donnell, Kitchen Helper, Middle School South, and Breakfast Helper, Chapelfield Elementary, effective at the end of the day on October 25, 2018

Jenny Savakinas, Guidance Counselor, Lincoln High School, effective at the end of the day on February 15, 2019 for retirement purposes

Keith Wilson, Winter/Spring Equipment Manager, Lincoln High School, effective with the 2018-2019 school year

Jeffrey Yost, Assistant Wrestling Coach, Middle School East/Middle School South, effective with the 2018-2019 school year

B. Shea Reed, Principal, Chapelfield Elementary, effective at the end of the day on November 20, 2018

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Frank Skeens, Custodian, Lincoln Elementary, effective at the end of the day on December 31, 2018 for retirement purposes

2. Positions

The Gahanna-Jefferson Board of Education approved the following positions:

1 FTE Educational Aide

1 FTE Bus Driver

3. Employment – Mid-Day Hours for Bus Driver

The Gahanna-Jefferson Board of Education approved the following bus driver for mid-day hours for driving preschool and special education work program students to and from school for the 2018-2019 school year, effective November 12, 2018:

Name Hours/day

Clinton McKee 1.50

4. Employment – Classified Employees

The Gahanna-Jefferson Board of Education approved the following individuals, to be placed on the appropriate salary schedule with a 270-day probationary period:

Sandra Liu – Kitchen Helper, Royal Manor Elementary Step 3 on salary schedule; \$15.50 per hour 3 hours per day Effective November 12, 2018; prorated 126 days for the 2018-2019 SY

Wendy O'Donnell – Cook, Middle School South Step 2 on salary schedule; \$15.26 per hour

6.5 hours per day

Effective October 26, 2018; prorated 137 days for the 2018-2019 SY

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Stephanie Wendler – Kitchen Helper, Middle School South Step 0 on salary schedule; \$13.80 per hour 3 hours per day Effective November 12, 2018; prorated 126 days for the 2018-2019 SY

5. Employment – Unclassified Employee

The Gahanna-Jefferson Board of Education approved the following individual, on a one-year contract, to be placed on the appropriate salary schedule with a 270-day probationary period, effective October 29, 2018:

Yukiko Jones – Educational Aide, Lincoln Elementary Step 3 on salary schedule; \$17.07 per hour 6.5 hours per day Prorated 134 days for the 2018-2019 SY

6. Amendment of Motion 07-18-009 (11.) – Addendum Assignments for the 2018-2019 School Year

The Gahanna-Jefferson Board of Education approved to amend as follows:

Update Jay Baker's contract as Assistant Football Coach at Lincoln High School from \$1,411.90 (25%) to \$2,823.81 (50%) and Michel Flusche's contract as Assistant Football Coach at Lincoln High School from \$1,158.49 (25%) to \$2,316.97 (50%)

7. Employment of Non-Certificated Personnel as a Coach/Advisor for the 2018-2019 School Year

The Gahanna-Jefferson Board of Education adopted the following Resolution:

WHEREAS, the Gahanna-Jefferson Board of Education attempts to employ existing certificated staff to direct, supervise, or coach the pupilactivity programs; and

WHEREAS, the positions have been offered to current certificated employees; and

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WHEREAS, when no such employee qualified to fill the positions has accepted the positions that were advertised as being available to individuals with a certificate who are not currently employed by the Board of Education; and

WHEREAS, no such person applied for and accepted the positions;

THEREFORE BE IT RESOLVED, that the Board of Education shall employ the following non-certificated personnel, effective with the 2018-2019 school year (Pending fingerprint results and/or certification):

Group VII

Name	Bldg.	Title	Step	Salary
Anthony Dixon	LHS	Winter/Spring Equipment Manager	1	\$3,309.96

8. Employment – Long-Term Assignment

The Gahanna-Jefferson Board of Education approved the following certificated personnel for a designated long-term assignment during the 2018-2019 school year, to serve at the will of the Board and to be paid in accordance with the long-term substitute payment schedule:

Name Dates

Miriah Hoagland 11/6/2018 – 12/21/2018

9. Employment – Substitutes

The Gahanna-Jefferson Board of Education approved the following substitutes for the respective positions, to serve the district on an asneeded basis at the appropriate substitute pay rate, effective for the 2018-2019 school year (Pending fingerprint results and/or certification):

Bus Drivers:

Wayne Blackburn Arthur Campbell Steven Rowley Gerald Moore

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Educational Aide:
Jessica Alexandrina

10. Employment of Interim Principal through the Educational Service Center-Council of Governments for the 2018-2019 School Year

The Gahanna-Jefferson Board of Education authorized the Superintendent to recommend to Tom Goodney, Superintendent, Educational Service Center of Central Ohio, that the following personnel receive a one-year contract as Interim Principal at Chapelfield Elementary through the Educational Service Center-Council of Governments (ESC-COG) for the 2018-2019 school year, effective November 12, 2018:

Name Days Salary
Thomas Bates 141 \$400/day

11. Employment – Student Workers

The Gahanna-Jefferson Board of Education approved the following students to work with the Food Service Department to wash dishes for 1.5 hours a school day for \$8.30 per hour.

Xzavier B. Cole P. Joey V.

12. Employment – Administrative Staff

The Gahanna-Jefferson Board of Education approved the following administrative personnel, based on the appropriate salary schedule and ORC Statute 3319.02, effective November 12, 2018 through July 31, 2020 (Pending fingerprint results and/or certification):

Name
Stephanie LouckaPosition
Director of Human ResourcesTerm
2-year (260 days)Salary
\$83,643.46(Prorated 188 days for the 2018-19 SY)

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13. Addendum Assignments for the 2018-2019 School Year

The Gahanna-Jefferson Board of Education approved to employ the following personnel for the positions listed, according to the current adopted Addendum Salary Schedule, effective with the 2018-2019 school year (Pending fingerprint results and/or certification):

Group II

Name		Bldg.	Title	Step	Salary
Keith	Wilson	LHS	Basketball Assistant Coach - Boys	3	\$4,778.75

Group VII

Name		Bldg.	Title	Step	Salary
Jeffrey	Yost	MSE/MSS	Wrestling Head Coach	0	\$3,309.96

14. Volunteer Coach for the 2018-2019 School Year

The Gahanna-Jefferson Board of Education recognized the following individual as a volunteer coach in the District for the 2018-2019 school year (Pending fingerprint results and/or certification):

Name	Bldg.	Title	

Anthony Dixon LHS Volunteer Basketball Coach - Boys

15. Increase in Contract Time – Certificated Employee

The Gahanna-Jefferson Board of Education approved the change of contract by percentage of time for the following certificated personnel, effective November 9, 2018:

<u>Name</u>	<u>Position</u>	<u>Buildings</u>	<u>Percentage</u>	Contract Type
Holly Hobzek	Mental Health Specialist	HP/MSE/LHS	from 50% to 100%	Limited

16. Unpaid Leave of Absences

The Gahanna-Jefferson Board of Education approved the following unpaid leave of absences:

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Melissa Hinds, Secretary, Middle School East, on March 22, 2019

Joseph Morlan, Educational Aide, Blacklick Elementary, on October 11, 2018 and effective October 17, 2018 through October 24, 2018

Lynnette Reventlow, Secretary, Goshen Lane Elementary, on February 22, 2019

Michele Henry, Grade 6 Social Studies, Middle School East, for a half day PM on November 20, 2018 and on November 26, 2018

Susan Pettiford, Kitchen Helper, Goshen Lane Elementary, on March 7, 2019 and March 8, 2019

17. Additional Hours

The Gahanna-Jefferson Board of Education approved additional hours for the following personnel to serve on the Evaluation Committee at the hourly rate of \$27.10, not to exceed 30 hours each, to be paid out of the General Fund:

Jenny Palguta Jim Birath

Wendy Fafata-Roberts Mary Beth Powell Dawn Stanforth Dwayne Marshall

18. Additional Hours

The Gahanna-Jefferson Board of Education approved additional hours for Angela Ferraris for Curriculum/Media mapping and planning at the hourly rate of \$27.10, not to exceed 10 hours, to be paid out of the General Fund.

Roll: Ayes – Campbell, Chrysler, Hairston, Moehring, Piccolantonio

Nays – None Motion carried.

E. GENERAL BUSINESS

ITEM(S) FOR ACTION (1 - 6)

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11-18-006

Moved by Mr. Campbell, and seconded by Mrs. Chrysler, upon the recommendation of the Superintendent, that the Gahanna-Jefferson Board of Education approved the following:

1. Snow Removal Contract

The Gahanna-Jefferson Board of Education approved the contract with Jim Klamfoth Lawn Service for snow removal, on an as-needed basis, as presented.

2. Policies

The Gahanna-Jefferson Board of Education approved the following policies:

- 3214 Staff Gifts
- 3215 Use of Tobacco by Staff
- 3216 Staff Dress and Grooming
- 4214 Staff Gifts
- 4215 Use of Tobacco by Staff
- 4216 Staff Dress and Grooming
- 4440 Job Related Expenses
- 5223 Released Time for Religious Instruction
- 5512 Use of Tobacco by Students
- 5724 Preparing for Voter Registration
- 5725 Students as Precinct Officials
- 5830 Student Fund-Raising
- 5855 Student Attendance at School Events
- 6220 Tax Budget Preparation
- 6230 Tax Budget Hearing (**Rescind**)
- 6530 Payment of Accrued, Unused Vacation Leave
- 7230 Gifts, Grants, and Requests
- 8220 School Day
- New Severance Pay

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3. Payment in Lieu of Transportation

The Gahanna-Jefferson Board of Education approved the following families for payment in lieu of transportation.

Brittany B.	Brooklyn B.	Leah B.
Niall C.	Jasmine D.	Esther F.
Trent H.	Andrew H.	Ava J.
Blake J.	Owyn K.	Ashley K.
John K.	Emma M.	Sora M.
Vincent M.	Anthony P.	Bella P.
Georgia R.	Jonathan R.	Samuel R.
Ethan S.	Brian W.	Robert W.
Simon H.		

4. HVAC

The Gahanna-Jefferson Board of Education approved the purchase of a roof top air handler for MSE from Gutridge, at a cost not to exceed, \$66,274.00. This will be purchased out of the Permanent Improvement (PI) Funds.

5. Resolution

The Gahanna-Jefferson Board of Education approved and authorized the following resolution:

EXECUTION OF THE CONSTRUCTION MANAGER AT RISK (CMR) AGREEMENT WITH CORNA KOKOSING

The Superintendent recommended approval of the CMR Agreement with Corna Kokosing (Corna) for the New Lincoln Elementary School Project (the Project).

Rationale:

The Board selected Corna as the best value CMR from a list of four
 (4) short-listed firms for the Project, following the process outlined in

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- the Ohio Revised Code for CMRs applicable to public school districts and now wishes to enter into a CMR agreement for the Project.
- 2. The CMR agreement was prepared for the Project, which includes \$47,644.00 for preconstruction services. The amount paid for construction of the Project will be based a Guaranteed Maximum Price (GMP) that will include the CMR's fee of 1.85% of the Cost of the Work, general conditions (\$1,181,900.00), the CMR's contingency of 2.00% of the Cost of the Work, and the estimated Cost of the Work.
- The Board now wishes to document selection of the CMR and approval of the CMR agreement with Corna and to authorize the Board President and Treasurer to sign the CMR Agreement on behalf of the Board.

The Gahanna-Jefferson Public School District Board of Education resolved as follows:

1. The Board approved the CMR Agreement for the Project with Corna and authorized the execution of the agreement by the Superintendent and Treasurer on behalf of the Board.

6. Resolution

The Gahanna-Jefferson Board of Education approved and authorized the following resolution:

ARCHITECT AGREEMENT WITH TRIAD ARCHITECTS, INC.

The Superintendent recommended approval of the A/E Agreement with TRIAD Architects, Inc. (TRIAD) for the New Lincoln Elementary School Project (the Project).

Rationale:

1. The Board selected TRIAD as the most qualified design professional (A/E) from a list of three (3) short-listed firms for the Project, following the process outlined in the Ohio Revised Code for design

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- professionals applicable to public school districts and now wishes to enter into an A/E agreement for the Project.
- The Board now wishes to document selection of the A/E and approval of the A/E agreement with TRIAD and to authorize the Board President and Treasurer to sign the A/E Agreement on behalf of the Board.

The Gahanna-Jefferson Public School District Board of Education resolved as follows:

- 1. The Board approved the A/E Agreement for the Project with TRIAD, with compensation for the A/E's services in the total amount of \$1,575,000.00.
- 2. The Board authorized the Board President and Treasurer to sign the A/E Agreement with TRIAD for the Project.
- 3. The Treasurer is authorized to issue a purchase order in the amount of \$1,575,000.00 for the design and construction administration services to be provided by TRIAD for the Project.

Roll: Ayes – Piccolantonio, Campbell, Chrysler, Hairston, Moehring Nays – None Motion carried.

BOARD REPORT(S)/DISCUSSION(S)

A. Legislative LiaisonB. Gahanna-Jefferson Education Foundation

Beryl Piccolantonio Daphne Moehring

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ADJOURNMENT

11-18-007

Moved by Mr. Campbell, and seconded by Mrs. Chrysler, that the regular meeting of the Gahanna-Jefferson Board of Education adjourned at 7:35 p.m.

Roll: Ayes - Moehring, Piccolantonio, Campbell, Chrysler, Hairston

Nays – None Motion carried.

President

Treasurer